

DEPARTMENT OF HISTORIC RESOURCES
ROLE: Historian/Archaeologist & Preservation III, Pay Band 5
WORKING TITLE: Highway Marker Program Specialist
Position 00007
SALARY: Pay Band 5 – \$41,778 to \$ 60,000
(Career potential up to \$ 91,896)
LOCATION: RICHMOND, VA

The Department of Historic Resources is seeking a full-time professional historian whose primary responsibility will be the management of the Highway Marker Program. Additional responsibilities include conducting research and making determinations regarding the historic significance of cultural resources.

Required skills and abilities include:

- A demonstrated ability to conduct, supervise and/or evaluate scholarly research, including the development of historic contexts and in depth research on topics not well understood or previously documented.
- Substantial knowledge of American and Virginia history, including a working familiarity with Virginia's cultural resources.
- Strong communication skills, including oral, written (including editing), and in public settings.
- Strong interpersonal skills, including competency in conflict resolution and negotiation.

QUALIFICATIONS: The successful candidate should have strong academic and experiential grounding in at least one of the core historic preservation fields of architectural history, history, historic preservation or archaeology. Graduation from an accredited college or university with major course work in history, architectural history, historic preservation, or related preservation field is required; Masters degree in related field highly desirable. Must meet Secretary of the Interior's Professional Qualification Standards for History. In addition, the successful candidate must have knowledge of computer operations including but not limited to experience in the use of Microsoft Access, Word, and Excel. The successful candidate must also be able to work well in a flexible team environment and bring a strong ethic of customer service to the position.

APPLICATION SUBMISSION REQUIREMENTS: Submit a Commonwealth of Virginia Application For Employment form to the **Department of Historic Resources, Attention: Barbara Zayer, 2801 Kensington Avenue, Richmond, Virginia 23221**; telephone (804) 482-6447, or email to Barbara.Zayer@dhr.virginia.gov. This position will remain open until Monday, August 11, 2014. If you need additional information or are disabled and would like to request an accommodation, please call (804) 482-6447 or submit a written request for assistance.

"AN EEO/AA/ADA EMPLOYER"
FEMALES/MINORITIES/PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY